

ALABAMA STATE–COMMUNITY RECOVERY TASK FORCES

Community Planning & Capacity Building Meeting

Center for Commerce, 401 Adams Street, Montgomery, AL

July 7, 2011, 1:30pm

ATTENDEES

NAME	AGENCY & INFORMATION	NAME	AGENCY & INFORMATION
Jessica Dent	ADECA - Long Term Recovery & AL Broadband Initiative (CPCB TF Coordinator)	Angi Smith	Governor's Office – Disaster Recovery Liaison
Cynthia Burton	Community Services Program of West AL	Nancy Graves	City of Tuscaloosa
Liz Cochran	ADECA, Energy Division and formerly Workforce Development	Doug Freeland	AIDT
Linda Swann	ADO – Assistant Director	Jason Reid	Homebuilders' Association of AL
Meagan Jones for David Perry	AL Dept. of Finance, Planning & Recovery	Kristin Gardner	The Jones Group (public affairs and lobbying firm); Rainsville native, family active in recovery process
Mary Shell	AL Historic Commission	Charles Ball	RPCGB
Paul McClendon	Volunteers of America	Claudia Smith	ADECA
Russ Black	AL Dept. of Senior Services	Heather Reed	AL Primary Health Care Association
Stacey Bryan	ACE	Artie Menefee	ACLN
Art Pearce	Alabama Association of Habitat for Humanity Affiliates	Steve Bridges?	The Literacy Council of West Alabama
Josh Barnes	EDA – Federal coordinator of Economic RSF	Joey Hester	NARCOG
Benny Harris	AEMA/LTCR – Deputy State Disaster Recovery Coordinator	Victoria Salinas	FEMA/LTCR – Special Assistant to Federal Disaster Recovery Coordinator
Jose Gil Montanez	FEMA/LTCR – Recovery Coordination Group	John Boyle	FEMA/LTCR – Technical Assistance Group, Coordinator
Shea Christilaw	FEMA/LTCR – Technical Assistance Group, Northeast Task Force	De'an Bass	FEMA/LTCR – Mitigation and Safe Room Specialist (scribe)

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LaDonnah Roberts	City of Tuscaloosa – Long Term Recovery Team; previously Volunteer Resource Coordinator (18,000 volunteers)	Bobby Dennis	EDA – Region 4, POC for Alabama
Lauren DuPuis	EDA – Region 4, Field Coordinator for Economic RSF; native of Florence, AL	Jasmin Ruback	FEMA/LTCR – Capacity Building Specialist; focused on information sharing between communities and RSFs/RTFs
Jennifer Wellock	DOI, National Park Service		

SUMMARY

Jessica Dent, State Coordinator for the Community Planning & Capacity Building (CPCB) Task Force, welcomed everyone and introduced ADECA and FEMA staff present. The Long-Term Community Recovery (LTCR) process and structure of the Recovery Task Forces were explained. LTCR communities and activities were described, and Task Force members were invited to attend or participate in community meetings. Potential and previously identified recovery and organizational issues were discussed: lack of capacity, economic factors, jobs, laws and regulations, transportation especially for seniors, help with acronyms, other task forces, and community assessments. Individuals introduced themselves and their agencies/organizations and identified other individuals, agencies, and organizations that should be involved. Task Force structure, communication, meetings, etc. were discussed, and potential action items were identified. Ten actions items, as well as four potential actions items, are identified at the end of this report. The next CPCB Task Force meeting will be held July 20, 2011, at 1:30pm in Montgomery – an email notice with details will follow.

AGENDA ITEMS

1. INTRODUCTION OF STATE AND FEDERAL PARTNERS AND THE PROGRAMS/EXPERTISE REPRESENTED

Jessica Dent introduced herself, FEMA staff, the Long-Term Community Recovery (LTCR) process, the task force structure, and the importance of the Community Planning & Capacity Building (CPCB) Task Force. LTCR is a resource program, not a granting program. We let the planning drive the funding, not funding ideas drive the planning. We are identifying problems to find their solutions, not solutions looking for problems.

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As a task force, we must do both community planning and capacity building for a good recovery. The informational packets provide background and process information as well as objectives and contact information. CPCB encompasses the other 5 task force areas as well, serving as the reality check for ideas developed in other Task Forces and implementing the requisite capacity building efforts. The focus of the Task Forces is what the communities want for their futures. We will provide assistance and guide them toward their vision. Transparency is key!

Task Force members are encouraged to learn more about LTCR activities and share what they bring to the table individually and as an organization.

Represented Agencies

ACE – Alabama Communities of Excellence

- Private nonprofit funded by partners, including regional planning commissions, utilities, universities, engineering firms, ADECA, and more
- Certification program for communities with populations of 2,000 to 18,000 – strategic plan, leadership development, comprehensive plans
- Identify and link resources
- Many technical teams – public health, construction, state agencies to name a few
- Large volunteer base
- Community assessments

ACLN – Alabama Community Leadership Network

- Building, supporting, and enhancing community leadership throughout Alabama
 - Assisting communities and organizations with the development, improvement and sustainability of leadership development programs and community initiatives
 - Providing opportunities for information sharing (best practices) and partnership development
 - Providing educational materials and training opportunities (annual conference, workshops, etc.) focused on leadership, community and economic development
 - Facilitating community forums/roundtables to focus on addressing community issues. Promoting effective leadership practices

ADECA – AL Dept. of Economic and Community Affairs

- State Coordination of Long-Term Community Recovery
- Divisions: Communications & Information, Law Enforcement & Traffic Safety, Office of Water Resources, Office of Workforce Development, Energy, Surplus Property, Financial Services
- Distributes funding for a variety of community and economic development programs, including:
 - Alabama Broadband Initiative

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- Energy education for K-12, Energy Star program, Commute Smart program, alternative fuels
- Workforce and Youth Development

ADO – AL Development Office

- Manufacturing and distribution center interests
- Only 2 facilities were damaged by tornadoes (Wrangler in Hackleburg and Independent Tube in Decatur) – mostly retail and commercial businesses were damaged

AIDT

- Workforce Recruitment and Development
- Part of Alabama College System

ADSS - AL Dept. Senior Services

- 13 area agencies on aging
- Provide information, access, and referrals to seniors in various counties – transportation is a big issue
- Staffed DRCs to greet seniors and help to make sure their needs were met – seniors are a very vulnerable population with a lot of health issues during disasters
- 21 facilities serve as safe centers or safe rooms, including in Guin, AL
- Managed CDBG grants post-Katrina
- Alabama's population is aging, more retirees settling here too – they have vision of small-town America with close-knit communities

AEMA – Alabama Emergency Management Agency

- * Manage disaster response, recovery, preparedness, and mitigation for the State of Alabama

AL Association of Habitat for Humanity Affiliates

- 36 affiliates around the state; 15 in the impacted areas
- Build approximately 200 energy star houses per year; 12-15 homes started since tornadoes or getting ready to start
- Interested in including safe rooms in the houses

AL Dept. of Finance

- * Planning and Recovery Division

AL Historic Commission

- Review federal funded, licensed or permitted projects for compliance with National Historic Preservation Act, etc.

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- Assisted Cordova, Tuscaloosa, and Cullman with their historic areas and structures
- Involved in planning and ACE

AL Primary Health Care Association

- * Strengthen and expand Alabama's community health center network through service, education and collaboration so that Alabamians have access to coordinated health care that promotes improved outcomes

Community Services Programs of West Alabama

- Work with community action agencies in 9 county area
- Involved with donations by NFL player, building supplies from outside the state
- Help find housing for displaced low-income residents
- Received \$60,000 donation from church to restore apartments for low-income

EDA - Economic Development Administration

- Federal coordinating agency for the Economic Recovery Support Function
- Economic development – jobs growth, business expansion, sustainable industries
- Investment programs: Public Works and Economic Development, Economic Adjustment Assistance, Research and National Technical Assistance, Local Technical Assistance, Planning Program, University Center Economic Development, and Trade Adjustment Assistance for Firms

FEMA ESF #14-Long-Term Community Recovery (LTCR)

- Coordination of federal recovery partners and support of state and local partners
- Technical assistance in planning, recovery-related specialties, communications, and capacity building

Governor's Office

- Executive oversight and support of disaster recovery
- Disaster Recovery Liaison Angi Smith

Home Builders Association of Alabama

- 26 local associations of home builders
- Active in legislature – building code, energy code, tax deduction for storm shelters and other mitigation

The Jones Group

- * Public affairs firm, lobbying

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The Literacy Council

- Literacy – pre-K through adult GEDs – get books into area homes and libraries
- Workforce Development – combine literacy with on-the-job training programs in the construction trades. They have been in discussions with local homebuilders and have partnered with Habitat for Humanity in other states.
- Creation of family learning centers
- Wrap-around social services in single locations

NARCOG – North Central Alabama Regional Council of Governments

- Work with different federal programs, state agencies, and key resources for the communities
- All counties are members

RPCGB – Regional Planning Commission of Greater Birmingham

Tuscaloosa, City of

Volunteers of America

- Sent supplies to all impacted communities
- Now focused on McDonald Chapel in Birmingham/Jefferson County – a neighborhood of 200 houses where 75 were damaged and 35 destroyed; churches have donated to demolish the 35 destroyed structures
- Capacity to build housing – managed \$25-30 million after Katrina to rebuild homes
- Grass roots, faith based, private nonprofits

Potential Partnerships Identified

The Literacy Council & Habitat for Humanity – combining adult literacy and workforce development/on-the-job training in the construction trade. Adult Literacy partnered with Habitat for Humanity in Texas and Louisiana post-Katrina. Individuals were able to get construction jobs because they had construction experience.

2. UPDATE ON LTCR ACTIVITIES TO DATE, OBJECTIVES, AND TIMELINES

LTCR & Recovery Task Force Objectives

The mission of the Recovery Task Forces (RTFs) is *to promote effective and sustainable long-term community recovery for Alabama communities severely impacted by the April 2011 storms and tornadoes.*

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The objective of the Community Planning & Capacity Building RTF is *to support and help build the recovery capacities and community planning resources of state and local governments.*

When FEMA staff has finished their part of the process and moves on to the next disaster, the Task Force will stay with the communities to help them implement their recovery plans. We have the technical resources and methods to help the communities get things done. This is not all about grant dollars. Communities are not built on grant dollars but on blood, sweat and tears. Of course, we're looking at grants, too.

This is the first time that long-term community recovery has been done this way: a best-practices model of Emergency Support Function #14 with six recovery task forces comprised of federal, state, and private resource partners. The six functional areas are: Community Planning & Capacity Building, Economic Development, Housing, Infrastructure, Health & Social Services, and Natural & Cultural Resources. This structure of recovery planning has been elevated during this disaster, receiving more attention and support, which allows us to get more bang for our buck. We in Alabama want to set the new benchmark for how LTCR is done. We want to be Number One in disaster recovery.

Honestly, we all do this coordination every day jobs. Now, post-disaster, we will enhance, elevate, and accelerate what we already do. We are here to partner, coordinate, and strengthen the communities and our networks. The Task Force will assist with the needs assessment, planning, facilitating, partnering resources with needs as well as identifying new resources and gaps in resources. **ACTION ITEM – capacity building workshops covering city management topics, budgeting, financials, grants management, etc.**

LTCR Process Overview

John Boyle provided an overview of LTCR and field activities to date. This is a holistic, community-driven process where we work with the whole community. The field teams work directly with the communities to identify issues, needs, and opportunities. The teams then organize the information and present it back to the communities to help inform them as they move forward in the planning process.

After the issues, needs, and opportunities meetings come the community design sessions, or charrettes. For example, if you've lost your downtown area, what do you want in your new downtown? What will best meet your needs as a community? Where should the grocery be? Communities are encouraged to think about different ways to rebuild, go outside their regular boundaries or comfort zone, and look at other recovery efforts for ideas. Building back just like before is not always the as effective and sustainable as a different approach. This is vision casting without being prescriptive. Generally, think smarter, stronger, efficient, green and sustainable.

Other communities that have participated in the LTCR planning process can provide a wealth of ideas.

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For example, Greensburg, KS, decided to be a green community. National Renewable Energies Lab, USDA, and EDA became partners in the visioning and planning process. FEMA helped them to produce a big-picture, 5-year recovery plan with key projects. The State's contractor built upon that plan to develop a sustainable master plan. Greensburg decided to combine the high school's stage theater with the renovated theater destroyed by the tornado. They used FEMA Public Assistance funds to help rebuild the combined theater.

The information gathered in the communities is shared with the Recovery Task Forces to help identify and address related issues, resources, and opportunities. Any issues, resources, ideas, etc. developed by the RTF will be shared with the appropriate communities. Communication between the communities and Recovery Task Forces will flow in both directions. The RTFs bring a broad range of skills, assets, tools, resources, knowledge, and the ability to implement plans to this recovery effort.

There may need to be community task forces comprised of members from the six functional task forces.

LTCR Communities & Key Activities To Date

LTCR teams are working in a variety of communities, some with very limited capacity to recover and others with capacity but for whom technical assistance may be beneficial. The following communities have engaged with LTCR: Hackleburg, Phil Campbell, Cordova, Holt (unincorporated area in Tuscaloosa County), Sipsey, Pleasant Grove, and Birmingham (including Pratt City). Both Hackleburg and Cordova's downtowns as well as many homes were destroyed. Other identified communities may require assistance but have not formally requested such assistance to date. LTCR has been asked to observe in the City of Tuscaloosa, which hired a consulting firm to start their recovery planning. LTCR has offered them technical assistance and resources.

The first visioning community meeting occurred in Hackleburg last week, and the next will occur in Cordova on July 15. The community of Holt will hold its first community meeting – a mapping exercise - in the very near future. Future community meetings are community design sessions, or charrettes. Most community meetings occur in the evenings because that best meets the communities' needs. In addition to community meetings, Community Recovery Committees or Groups organize and meet regularly.

When LTCR embeds teams in a community, we build a strong relationship of respect, mutual learning, and working side by side. LTCR partners will be embedded through the field teams so we continue to speak in a unified voice.

Task Force Involvement in the Communities

CPCB Task Force members are encouraged to attend community meetings to "catch the bug." The level of devastation doesn't really sink in until you see it first-hand, and the recovery planning process really comes alive in the community meetings. Additionally, a lot of individual and community healing occur

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during the recovery planning; it helps to move people into the acceptance stage in the grief process. CPCB Task Force members are encouraged to attend and invited to help with small group facilitation during the community meetings. Also, task force members may be necessary to help with assessments and possibly planning. Become a partner in the process. **ACTION ITEMS – 1. Calendar of meeting dates, times, locations, sign-up instructions for partner resources to plug in; other deadlines, etc. 2. Compile list of potential volunteers with their names, locations, contact information, and availability.**

3. ANTICIPATED RECOVERY NEEDS AND EMERGING ISSUES

The community is to identify their own recovery needs, issues, and opportunities as they remember their history and plan for the future. They are encouraged to imagine what they want to be . . . think big . . . visualize their future. The LTCR teams and the CPCB Task Force are to help them keep it real as well. For example, Hackleburg residents indicated their desire to have walking trails, a Jack's restaurant, and a Redbox.

Lack of Capacity

Some communities lack the organizational or management capacity to recover and need development in the areas of budget preparation, financial management, grants management and other areas of city management and disaster recovery.

Economy

Some communities already were suffering from the economic downturn and were devastated after the tornado disaster.

Jobs

Every small town has the same issue – keeping their residents after high school graduation. Often there are no jobs to which they can go back. The towns need to become more attractive to younger professionals and skilled workers with jobs, recreation, attractions, restaurants, medical care, etc. It's a planning issue.

Laws & Regulations

Many communities are unaware of the laws and regulations that affect their communities during the rebuilding and can have far-reaching effects. We are on the verge of a federally mandated energy code effective in September, and many of things are required already. This will affect loans/financing, zoning, etc. Inspectors and regulators will be coming in. Energy efficient is state code plus. This is an affordable housing issue. An educational component is necessary before they get too far in the planning and recovery processes. A guide and workshop for them would facilitate the recovery. For public facilities eligible for FEMA funding, the Public Assistance program does fund codes and standards triggered by the

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work. **ACTION ITEMS – 1. Compile resource of applicable laws and regulations; include historical, environmental, floodplain, mitigation, etc. 2. Ask Housing RSF/RTF where they are on the issue. 3. Do we need an energy efficient building summit?**

Transportation

The trend is toward livable, walkable communities. Russ Black of ADSS advised that the elderly population in Alabama has grown by 30% in the last decade. Many of the target communities have a heavy senior population. They express their desire for a close-knit, walkable community where the demographics are integrated. In larger communities, a user-friendly public transportation system is important.

Capacity Building - Community Resource Book

A participant suggested compiling a resource book for the communities. Task Force members can provide numerous state and local resources. Also, 211 has a catalogue of resources in an online database. FEMA staff advised that LTCR produces a Resource Guide for the communities during the planning process. Vetting of the FEMA Resource Guide by the Task Force will avoid duplication of effort.

ACTION ITEM – get Resource Guide to TF for vetting and inclusion of state and local information from the TFs

Acronyms

There are so many different acronyms unfamiliar to most of us. **ACTION ITEMS – 1. Make sheet of common acronyms. 2. Make Federal AAT book available.**

Other Task Forces

This Task Force should review items from other RSFs/RTFs to ensure they are incorporated into capacity building. **ACTION ITEM – get minutes from other meetings for review**

Many issues still are emerging. A lot of hard issues will surface that are going to require assistance from the people in this room today.

We will email you to solicit your thoughts about potential issues. **ACTION ITEM**

4. OTHER PARTICIPANTS TO INVITE

- Contact Cynthia Burton, Executive Director for Community Service Programs of West Alabama, for contacts in the Tuscaloosa area
- Contact Art Pearce for the 11 Habitat for Humanity affiliates in 13 of the communities
- Contact Linda Swann, Alabama Development Office, for local Executive Directors
- Rosemary Ellabash, National Federation of Independent Businesses (NFIB)
- Henry Hagood, Alabama General Contractors (ACG)

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- Councils of Local Governments
- Alabama League of Municipalities
- Auburn University architecture professor on sabbatical this fall – will be helping Habitat for Humanity with community design

ACTION ITEM – compile list of potential participants and invite them join CPCB Task Force

5. PROCESS FOR INFORMATION SHARING AND RESOURCE COORDINATION

Communication & POC

Jessica Dent is the CPCB Task Force coordinator, facilitator, and liaison to other Task Forces, communities, agencies, etc. (This may change as things progress.)

Email: LTCR@ADECA.alabama.gov – they are working out the bugs with the email.

Website under construction: LTCR.alabama.gov – There is an ADECA staff person dedicated to build and manage the site. Do you want an information pie? There will be an interactive map where you can click on the communities and see all documents related to the specific community. Each RSF/RTF will have a page with meeting notes, important dates, email blasts, etc.

For now, the Task Force will communicate by email. Email notices will come when things are posted to the website. (We can explore other avenues, as needed – for example, Google working site with discussion board.) This will be a transparent process, so what's done at the JFO will be shared with everyone. The Task Forces will shadow throughout the process so there will be a smooth transition to the partners.

Organizational & Meeting Options

How do you want to organize the Task Force . . . Teams aligned by community with members from all RTFs? Other committees/subcommittees? Do you want to schedule regular meetings? Meet as needed? Engage on a voluntary basis? What works for you?

Future meetings can occur in the different areas; they don't always need to be in Montgomery. Online meetings and conference calls also are possibilities. However, there may not be connectivity out in the communities. Any reports or information for upcoming meetings will be made available at least 24 hours in advance. A call in number will be available for those whom cannot attend. Meetings may be taped for webcast. The first 15-20 minutes of future meetings will be set aside to recap and review other RSF/RTF minutes and notes to determine how they affect capacity building.

Minutes

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The Task Force will have one week to review and comment on the draft meeting minutes before they will be posted on the website. **ACTION ITEM – send July 7 meeting minutes to participants for review and comments**

Feel free to share all of this information with other organizations or agencies that should be involved in these communities.

Miscellaneous

Liz Cochran will be in Rainsville on Saturday – Is there any information or feedback she should gather?

Upcoming Meetings

CPCB Task Force - July 20, 2011, 1:30pm in Montgomery

Email with specifics will follow.

Informal invitations to observe or help facilitate:

Cordova Community Visioning Meeting – July 15, 2011, dinner 6:00pm-7:00pm, meeting 7:00pm-

Holt Community Mapping Exercise – next week, to be scheduled, likely Wednesday or Thursday evening – need facilitators

ACTION ITEM – web-based or up-to-date calendar of all LTRC activities that task force members can tap into

6. ACTION ITEMS AND SCHEDULE FOR COMMUNITY ASSESSMENT

Needs Assessment Timeline

The LTRC Needs Assessment for each community should be complete by August 1, 2011.

There is not a standard federal model for LTRC assessments yet. LTRC's preliminary assessment looks at social and economic indices, the disaster's impact on the community, and the existing government structure and capacity to identify communities that potentially need LTRC's assistance. The full needs assessment will go beyond this. We want your participation in the assessment. Many agencies from this Task Force (e.g., ACE) and other Task Forces already do community assessments for your programs – can you share those with us? Perhaps some of your assessment data can be rolled into the formal assessments. **ACTION ITEM – compilation of existing community assessments and identification of specific aspects that were particularly beneficial for the assessing organization – what helped, hurt, was pointless, was missing and really needed**

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Many communities already have existing strategic or comprehensive plans, which should be considered as we move forward.

POTENTIAL (OR TABLED) ITEMS

1. POTENTIAL ACTION ITEM – Compile volunteer pool list – include names, geographic area, contact information, and availability
2. POTENTIAL ACTION ITEM - Capacity building workshops covering city management topics, budgeting, financials, grants management, etc.
3. POTENTIAL ACTION ITEM – Conduct an Energy Efficient Building Summit
4. Develop web-based or other calendar of all LTCR activities for the Task Force members to view – interactive?

ACTION ITEMS

1. Develop timely method of communicating needs and opportunities identified in the communities to the CPCB task force for volunteers to engage. Be specific as to need/opportunity, date, time, location, and number of people needed.
2. Compile resource of laws, regulations, codes, processes, etc. applicable to rebuilding and recovery – include building, energy, historical, environmental, floodplain, mitigation, etc. (Ask Housing RSF/RTF where they are on this issue.)
3. Get FEMA ESF #14's Resource Guide for Alabama Communities to this Task Force for vetting to ensure that appropriate state and local information is included.
4. Compile list of commonly used acronyms and make federal AAT book available.
5. Obtain minutes/notes from other Task Force meetings for review by this Task Force for potential capacity building issues.
6. Send email to Task Force members to solicit thoughts about other potential recovery or community issues.
7. Compile list of other individuals/agencies/organizations to include in CPCB Task Force and invite them to participate.

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8. Send July 7 meeting minutes to participants for review and comments before posting to the LTCR website.
9. Email notice of July 20 meeting with details to CPCB Task Force members.
10. (a) Each agency submits a summary of their community assessment information/data and identifies what was helpful, hurtful, pointless, missing, and still needed. (b) Compile information to include in community assessments to be completed by August 1.